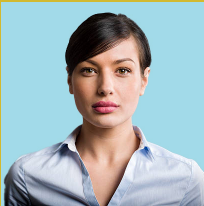


# OLIVIA SMITH

## Reference Librarian

support@qwikresume.com (123) 456 7899 Los Angeles  
www.qwikresume.com



### PROFESSIONAL SUMMARY

As a skilled Reference Librarian with 5 years of experience, I excel in delivering personalized research assistance and fostering information literacy. My expertise includes developing engaging programs and resources that empower patrons to navigate library systems effectively. I am dedicated to creating an inclusive environment that meets the diverse needs of the community.

### WORK EXPERIENCE

Reference Librarian Apr / 2021- Ongoing  
Maple Leaf Consulting Toronto, ON

- 1. Provided expert reference assistance at the library's reference desk, addressing diverse patron inquiries.
- 2. Conducted training sessions on library materials and electronic resources, enhancing user engagement.
- 3. Developed and maintained a database to track resource budgets and acquisitions.
- 4. Prepared detailed reports on library usage and resource needs.
- 5. Served as an on-call librarian, assisting various library branches with reference services.
- 6. Directed patrons to relevant resources and materials, improving their research experience.
- 7. Promoted library services through social media and newsletters.

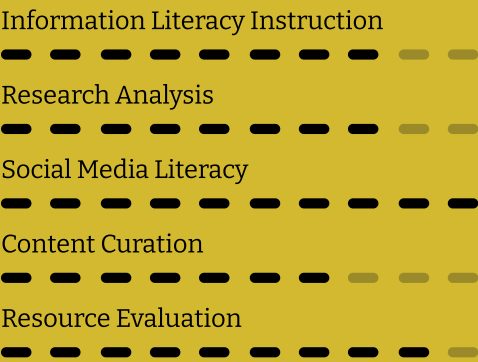
Reference Librarian Apr / 2020- Apr / 2021  
Lakeside Apparel Co Chicago, IL

- 1. Provided in-depth reference services via in-person, phone, and email to engineers at Army and NASA.
- 2. Specialized in online database searching, assisting patrons in accessing vital information.
- 3. Created and promoted library services programs, increasing participation by 20%.
- 4. Instructed patrons in utilizing electronic resources, databases, and effective internet searching strategies.
- 5. Managed an interlibrary loan service, facilitating resource sharing among federal and university libraries.

### EDUCATION

Master of Library Science Apr / 2019- Apr / 2020  
University of Southern California Denver, CO  
Focused on advanced library science and information management.

### SKILLS



### INTERESTS

- Art Knitting
- Sports Music

### STRENGTHS

- Teamwork Agility
- Originality Pragmatism

### LANGUAGES



### ACHIEVEMENTS

- Increased patron satisfaction ratings by 30% through enhanced reference services.
- Developed a series of workshops that improved information literacy among library users by 25%.